GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Student and Institutional Success Council

NOTES
April 28, 2025
3:00 pm – 4:30 pm
Grossmont College – Griffin Gate

Council Members

Name	Title	Attendance
Adrianne Garay Lee	Vice President, Student Services - GC	☐
Agustin Albarran	Interim Vice President, Academic Affairs - GC	☐
Agustin Orozco	Dean, Counseling - CC	☐
Amber Toland Perry	Classified Senate, CC	☐
Annalinda Arroyo	Interim Curriculum Committee Chair - CC	☐
Barbara Gallego	**Vice Chancellor, Ed Support Services (Chair)**	☐
Brianna Hayes	Sr. Dean, Institutional Effectiveness, Success & Equity - CC	☐
Ciana Garcia	ASGC, GC	☐
Courtney Willis	Assoc. Dean, First Year Services- GC	☐
Cynthia Nagura	Director, Community & Workforce Partnerships	☐
Dave Dillon	Faculty Representative - GC	☐
Deborah Chow	Instructional Dean - GC	☐
George Dowden	Dean, Career & Technical Education - CC	☐
Jane Gazale	Curriculum Committee Faculty Co-Chair - CC	☐
Javier Ayala	Dean, Career & Tech. Ed/Workforce Development - GC	☐
Jeanie Machado Tyler	Vice President, Instruction - CC	☐
Joan Ahrens	Int. Sr. Dean, College Planning & Institutional Effectiveness - GC	☐
Karen Marrujo	Academic Senate President - CC	☐
Kerry Kilber Rebman	Assoc. Vice Chancellor, Technology	☐
Lauren Halsted	Instructional Dean - CC	☐
Manny Lopez	ASGCC - CC	☐
MariaDenise Aceves	Curriculum Committee Faculty Co-Chairs - GC	☐
Marissa Salazar	Faculty Representative - CC	☐
Martha Clavelle	Dean, Counseling Services - GC	☐
Michele Martens	Classified Senate Representative - GC	☐
Pam Wright	Director, Enterprise Systems	☐
Perla Lopez	President, Academic Senate - GC	☐
Sharon Sampson	President-Elect, Academic Senate - GC	☐
Tashaurie Rogers	Director, Admission & Records - CC	☐
Taylor Fiehler	Temporary Classified Senate Representative - CC	☐
Victoria Marron	Vice President, Student Services - CC	☐

Meeting Objectives
1. BP/AP Review
2. Information Sharing

Agenda Item	Documents
A. Introductions Barbara welcomed the council members and introduced Danya Sanchez, ESS BA, presenting the 2026-2027 Academic Calendar.	
B. General Information	
1) **Retiring BP/APs Update** a. Following up from the last meeting, Barbara confirmed that the BP/APs listed below that do not have a CCLC template will be retired. It was confirmed that he retired, BP/APs were out of date or were addressed in other policies and procedures.	

2) **AP 4250: Probation, Dismissal & Readmission**
   a. In review of AP 4250 & AP 4255, it was determined that GCCCD has merged two policies into one.
   b. APs will be separated and reviewed in June.	

3) Addition to the agenda:
BP/AP 4070 Course Auditing and Auditing Fees
   a. The BP/AP was added to implement the changes in Colleague to automate audit fees before students register by May 5th.
   b. Barbara noted that the correct language is in the catalogs, but not in our BP/AP. She asked the council to review the AP, via track changes, and reminded the group that the APs are operational and do not require constituents' or Board approval.
   c. There was discussion regarding repeatability, which is currently a part of the audit policy in the catalog and if this is moved to a BP, students will no longer be allowed to petition.
   d. Adrianne stated that basing auditing of courses on repeatability does not match up to the reason most people are currently wanting to audit a course.
   e. **We need to outline the current process of petitioning for an audit in the AP.**
   f. **After council review, BP to be reviewed by the senates.**
   g. Once the BP and AP have been established, the catalogs would need to be adjusted to match the BP/AP language.
	AP 4070 V1
	Request a review to implement
	
	BP 4070 V1
	Reviewed later by the senates

C. REVIEW Board Policies & Administrative Procedures	
3rd Read	
1) **BP/AP 4020: Program, Curriculum, and Course Development** a. AP - Our practices do not align with CCLC. A change in current operations needs to be identified to align. **AP approved to move to DEC**	Technical Review **BP 4020 V1** **Approved** CCLC Update 42,43, 44 **AP 4020 V1** **Legally Required**
2) **BP/AP 4050: Articulation** a. The version reviewed and approved last month did not incorporate recent track changes. It has been updated for review.	6-Year Review **BP 4050 V1** **Legally Required** CCLC Update 44 **Legally Required** **AP 4050 V1**
3) **AP 4103: Cooperative Work Experience** **Next steps:** To be reviewed in June, remaining in 3rd read status.	**RETIRE BP** **No CCLC Template** CCLC Update 43 **AP 4103 V1** **Legally Required**
4) **AP 4225: Course Repetition** a. Curriculum Committees will review as an informational item. b. It was agreed this should be handled by A&R.	**BP Approved** CCLC Update 42 **AP 4225 V1** **Legally Required**
5) **AP 4227: Repeatable Courses** a. This AP will be reviewed by the Curriculum Committee as an informational item.	**RETIRE BP** **No CCLC Template** CCLC Update 43 **AP 4227 V1** **Legally Required**

6) AP 4231: Grade Challenges (Changes)
   a. The process for a student to appeal a final grade needs to be codified.
   b. It was noted that AP 4231 is very important, and the faculty needs to review it.
   c. We need to outline a clear process for students to follow.
 	
Next Steps
1) Sharon and Agustin will help the faculty review.
2) Barbara will contact Karen for review.
3) Barbara to meet with the Academic Senate in May.
4) Barbara sent an email to the council for review and feedback by May 19th.
5) Discuss outlining details in the catalog. It was determined that this leads to misalignment between the colleges.
6) Council asked to review and track changes to be reviewed at the June meeting.
	BP Approved
	
	AP 4231 V1
	Legally Required

7) 4240 Academic Renewal
   a. Counseling presented a request to allow a petition under certain circumstances and asked for clarification as to how this should be handled.
   b. Dave noted that items presented to constituents are not always current, as changes are being made. Groups may not have seen the most recent version and are questioning why they are not aware of changes.
   c. Barbara believed the information presented had been finalized, but with the Senate's suggestions, it may need to be reviewed and updated.
   d. **Barbara reminded the council that the APs shared with the senates are informational only.** Concerns can be shared at SISC and will be noted in the submission to DEC. DEC is where advocacy takes place.
	BP Approved
	
	CCLC updates & Title 5
	AP 4240 V2
	Legally Required

8) AP 5045: Student Records-Challenging Content and Access Log a. Victoria requested additional time for review. June meeting.	**RETIRE BP** **No CCLC Template** 6-Year Review **AP 5045 V1** **Legally Required**

2nd Read	

9) BP/AP 4025: Philosophy and Criteria for Associate Degree and General Ed
    a. Curriculum Committees completed 2nd review.
    b. Barbara shared that in the review, the CCLC legally required language had been deleted.
    c. Language was updated, and the council to review and discuss at the June meeting.
	CCLC Update 44
	6-Year Review
	BP 4025 V1
	Legally Required
	
	AP 4025 V2
	Legally Required

10) BP/AP 4229: Course Repetition – Variable Units This AP does not apply to our district as Cuyamaca no longer offers courses with variable units, but we are keeping in case of future changes. **AP approved to move to DEC**	**RETIRE BP** **No CCLC Template** **AP 4229** **Approved**
11) 4233: Grade Forgiveness	**RETIRE BP & AP** **No CCLC Templates**
12) 4234: Dropping Courses	**RETIRE BP & AP** **No CCLC Templates**

13) AP 4235: Credit for Prior Learning
    a. Curriculum Committees reviewed with changes.
    b. Review in June
	BP Approved
	
	CCLC Update 44
	AP 4235 V3

1st Read	

14) BP/AP 4021: Program Discontinuance
    a. Joan Ahrens requested a review as a detailed plan needs to be established as a requirement of accreditation.
    b. Adrianne reiterated the importance of this plan and identified that a "teach out" status was added to COCI and should include giving students alternatives to the teach out.
    c. The process should be a student-driven project.
    d. Joan stated the process is a 10+1 issue and should be detailed in creation. She has compiled other colleges' AP 4021 to be reviewed.
    e. Suggestion to review SDCCD's policy as they have a well-outlined plan for revitalization and discontinuance.
    f. Joan will review the next steps and work with colleagues to ensure alignment.
    g. Barbara will establish a workgroup for 4021.
	BP 4021
	No CCLC Template
	
	AP 4021 V1
	Legally Advised
	
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15) BP/AP 4100: Graduation Requirements for Degrees and Certificates Reviewed	CCLC Update 44 **AP 4100 V1** **Legally Required** CCLC Update 44 **BP 4100 V1** **Legally Required**
16) BP/AP 5015: Residence Determination Reviewed	CCLC Update 42 & 45 **BP 5015 V1** **Legally Required** **AP 5015 V1** CCLC Update 39 & 42 **Legally Required**
17) BP/AP 5040: Student Records, Directory Information & Privacy Reviewed	CCLC Update 42-44 **BP 5040 V1** **Legally Required** CCLC Update 42-45 **AP 5040 V1** **Legally Required**
18) 5300: Student Equity Plan a. Grossmont requested additional time to review.	CCLC Update 42 6-Year Review **BP 5300 V1** 6-Year Review **AP 5300 V1** **Legally Required**
D. Informational Items	

1) 2026-2027 Academic Calendars
    a.   The 2026-2027 draft Academic Calendar was reviewed, explaining that the delay was due to waiting on the new Standardized Accounting Method from the CCCCO before finalizing.
    b.   The calendar aligns with SDCCD, with a 2-day fall grade deadline.
    c.   Barbara reminded the committee that the Academic Calendar begins with the summer term and the trailing summer term on the calendar is tentative and should not be used when looking for finalized dates.
	2026-2027
	Academic Calendar Detail
	
	2026-2027 Draft
	Governing Board Academic Calendar
	
	2026-2027 Draft
	Operational Academic Calendar.

2) IEPI Update
    a.   Governance & Operational Handbook draft was shared at DEC. Constituent groups were asked to share and suggest recommended revisions.
    b. The draft ESS Operational Group Charge & Composition was reviewed.	

3) Draft ESS Operational Group Charge and Composition
    a.   Barbara shared that an ESS Operational Group is being established, responsible for establishing project plans.
    b.   Barbara asked the council to review and email any updates to Barbara and Amber by the end of May.
	Draft ESS Operational Group Charge & Composition

4) Student Attendance Accounting Method
    a.   The CCCCO is looking to move the Student Attendance Accounting Method implementation to 2027-2028, although not official.
    b.   The district continues to follow the project plan timeline.
    c.   Barbara stated a model simulation performed showed the district will be in a deficit by moving to the new method.
    d. There is a plan for a new simulation model to be run that includes the results of the separation of Lab and Lecture units.	

E. Upcoming BP/APs for Review	
1) 4060: Delineation of Functions Agreements **Last Reviewed:** 2-21-17	6-Year Review BP 4060 V1 AP 4060 V1l **Legally Advised**
2) 4070: Auditing & Auditing Fees **Last Reviewed:** 3-17-15	6-Year Review BP 4070 V1 AP 4070 V1 **Legally Advised**
3) 5011: Admission and Concurrent Enrollment of High School **Last Reviewed:** 7-20-21	**RETIRE BP** **No CCLC Template** AP 5011 V1 **Legally Required**

4) 5014: International Students Last Reviewed: 7-17-18	6-Year Review **RETIRE BP** **No CCLC Template** AP 5014 V1 **Legally Required**
5) 5031: Instructional Material Fees Last Reviewed: 7-17-18	6-Year Review **RETIRE BP** **No CCLC Template** AP 5031 V1 **Legally Required**

Next Meeting Date:
Monday, June 2nd, 3:00-4:30
Cuyamaca College – Student Center, I-109